

INFORMATION BULLETIN

JOB TRAINING PARTNERSHIP ACT

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TO: SERVICE DELIVERY AREA ADMINISTRATORS
PRIVATE INDUSTRY COUNCIL CHAIRPERSONS
JTPD PROGRAM OPERATORS
EDD JOB SERVICE OFFICE MANAGERS
JTPD STAFF

SUBJECT: CALIFORNIA TRAINING BENEFITS PROGRAM CHANGES

This Information Bulletin provides a synopsis of recent changes to the California Training Benefits (CTB) program, which is a type of Unemployment Insurance (UI) benefit available to qualified applicants. These changes address concerns raised with the prior forms-based system, and "mainstream" CTB eligibility determinations into the new UI telephone environment.

The DE 3422D and DE 3422E forms (often referred to as the "goldenrod" and "blue" forms) were no longer accomplishing their intended purpose, and are now eliminated. These forms were sometimes received late (after the scheduled determination), were sent to a different UI office than the Claim-Holding Office (CHO), or did not provide a complete picture of the training program (which often led to delays in the payment of CTB benefits after the end of the first semester or session of training).

The CTB applicants are now mailed a revised *Notice of Telephone Interview*, DE 4800, which outlines more specifically the information which will be needed in order to determine CTB eligibility. The revised notice also advises applicants of the importance of providing this information to the Employment Development Department (EDD) and that it may not be possible to determine CTB eligibility without the information. Claimants are also advised to contact the training provider and/or facility for assistance in obtaining the information needed and that they need to call EDD to reschedule their appointment if they will not be available at the scheduled interview. Department personnel have been advised to accommodate requests to reschedule whenever possible and also to obtain more information "up front" when the applicant initially calls to schedule their interview.

Concurrent with the DE 4800, claimants will also receive a revised training provider letter, which they should give to their authorized training representative. The letter explains the changes in CTB procedures, requests that the provider assist the claimant to the extent possible, and includes a release section for the claimant to sign, which gives approval for the training provider to release any necessary information to EDD.

The Service Delivery Area and Private Industry Council representatives should familiarize themselves with these changes and work closely with applicants to ensure that the necessary eligibility information is relayed to EDD. While we do not anticipate any problems with the new procedures, the Department has implemented them during a traditionally slow time of year for CTB applications—late winter/early spring—in order to allow for any adjustments needed.

If you have any questions, please call your program manager at (916) 654-7799 or Scott Vogel of the UI Division at (916) 654-8564.

/S/ BILL BURKE
Acting Assistant Deputy Director